

**SUU Women's Network
Board Meeting
January 11, 2019**

Present: Jennifer Hunter, Jacqueline Russell, Deena Marchal, Angela Pool-Funai, Faye Bordbar; Ali Siahpush, Mindy Benson, Kenzie Lundberg, and Shalini Kesar.

Minutes from the 12/4/18 Board Meeting were shared and approved.

A Doodle Poll will be sent out to all Board Members to choose the best day/time for future SUUWN Board Meetings. Deena will send it out today.

Members present voted on the new SUUWN Logo which will be a combination of Red and Black.

Upcoming Events

January 29th - The Critical Conversations topic will be on Diversity. Dr. Schvalla Rivera and Maria Martinez will discuss best practices for creating inclusive and diverse workplaces and an overview of the strengths that diversity brings to universities and communities.

February 5th (9:00 a.m./BB304H) - February SUUWN Board Meeting

February 26th - The Spring Panel will be held from 3:30 - 5:00 p.m. in the Charles Hunter Room and the topic will be "Advocating for Self". The Agenda will be as follows:

3:30-4:00 p.m.: Meet & Greet

4:00-4:30 p.m.: Provost Brad Cook & Cynthia (?)

4:30-5:00 p.m.: Break-out Sessions - Ideas include:

What do You Want (Overloads, Contract, Promotion, etc.)

Job Description Design (Enhance/Develop/Keep Current)

Your Value (What do you add to your Department, College, SUU)

March - There will be no Critical Conversations in March due to Spring Break and Founder's Week. We will be promoting Shalani's Southern Utah Aspirations Event on March 23rd from 11-1:00 p.m.

April 2nd: SUUWN will have a Panel Presentation on "Moving the Needle" during the Festival of Excellence. Those who will be on the panel will include Jen, Shalini, Laura, Ali, Angela, and Mindy. Others were discussed and will be invited to participate.

April 5th - UWHEN Conference at Dixie State College (Three 15-Passenger Vans have been reserved for those wishing to attend). The fee is \$35.00 and up to 20 faculty/staff will be funded through the Provost and President's Offices. In addition, Each VP has set aside \$350 (funding p to 10 people for each) to go. It will count as a Professional Development work day. We will begin promoting this heavily in February. From the Board, those who will be attending for certain will be Jen, Jacqueline, Michelle, Deena, Kenzie and Bryan. Their registration will be paid for with grant funding from the Staff Association.

April 23rd - Year-End Bash will be held at the Library Quad from 3:30 to 5:00 p.m. (Starlight Room in the event of inclement weather).

May 6th - New Board Member Shadowing

June 18th - Shaking Hands Around the Room with Debbie Corum

High Five Award

The new name for the former “Red Handed Award” will be the “High Five Award”. An online nomination form has been created <https://www.suu.edu/suuwn/high-five.html> through which nominations can be made. The committee will meet and pick those whom they wish to recognize. Each individual awarded will receive a Certificate and sweet treat, and their supervisor will be contacted about their contribution and award. The first batch will be awarded during the week of January 14th.

2019 Elections

Jacqueline discussed the election/nomination process as SUUWN prepares for the coming 2019-2020 year. A form was created and emailed to the contact list within the SUUWN email account (approx. 160 individuals on campus). After the nomination deadline passed, a second email was sent asking them to vote for each position. This year the form will be posted via an announcement in the TBird Flyer allowing a campus-wide nomination process through the SUUWN Website. A subcommittee was created to oversee the process (Shalani, Jacqueline and Deena). A nomination form will be created and posted to the SUUWN website for the following positions:

- President-Elect
- Historian
- Treasurer
- Constitution/Bylaws Chair
- Education & Professional Development Chair
- Outreach Chair
- Social & Welcoming Chair

Nominations will take place during February and will be closed on March 1, 2019. Voting will take place in March, and committee members will make calls during the week before Spring Break. Shalini suggested getting a QR Code to make voting easy via cell phone. Winners will be announced in April and the new SUUWN Board Members can shadow current members in May.

SUUWN Promotions

Kenzie reports that all contributions to the newsletter need to be to her no later than Tuesday, January 15, 2019. She will send it out during the following week. All were invited to add ideas into a shared document for 2019 Newsletter ideas.

Kenzie and Faye will create a flyer for the upcoming UWHEN Conference and the available funding for those interested in attending. This will be shared through the TBird Announcements, posted on the website and linked through the newsletter so that they can register.

Deena, Shalini and Faye will work together to get with Mary Jo Anderson and Barbara Rodriguez to develop ways to promote and enhance SUUWN and identify what it's values and focus should be, how we want to grow the organization and what areas are most important to develop for SUU students, faculty and staff in the future.

Labels were handed out to all present with a brief message promoting SUUWN. Board members were asked to put them on the back of their business cards to be handed out at the Spring Panel. More labels will be printed and handed out to other Board members.

Budget

Angela will present the SUUWN Budget during the Budget Hearings on January 24th. She will also reach out to Mary Jo to facilitate funding transfers for UWHEN Expenses, etc.

The meeting was adjourned at 10:00 a.m.

Assignments:

Doodle Poll for future SUUWN Board Meetings - Deena
High Five Awards - Bryan, Ali, Jen
2019 Newsletter Ideas Shared Google Doc - Jen
Print more labels for Business Cards - Jen
Election/Voting Preparation - Jacqueline, Shalini, Jacqueline
SUUWN Focus/Values: Meet with founders and discuss their vision - Deena, Faye, Shalini
Newsletter/Events/Professional Dev. Emails and Distribution - Kenzie
Budget Presentation at Budget Hearings - Angela
Funding & Expense Transfers for UWHEN, etc. with Mary Jo - Angela
Spring Panel Planning - Jen, Shalini
Festival of Excellence Panel/Presentation - Laura, Jen
UWHEN Flyer - Kenzie, Faye
Year-End Bash (Sign-up Card) - Ali
SUUWN/Event/UWHEN Conference Promotion - Everyone